



# City of Albuquerque

MAYOR / CAO OFFICE

Martin J. Chávez, Mayor

## Interoffice Memorandum

October 23, 2008

**To:** Department Directors  
**From:** Ed Adams, P.E., Chief Administrative Officer  
**Subject:** HOLIDAYS – 2009

This memorandum is being distributed for all City of Albuquerque observed holidays for 2008.

New Year's Day	Thursday, January 1, 2009
Martin Luther King, Jr.'s Birthday	Monday, January 19
President's Day	Monday, February 16
Memorial Day	Monday, May 25
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Veteran's Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Day	Friday, December 25

If an employee's regular scheduled day off falls on a holiday, the employee will be entitled to an alternate day off within the workweek or as specified in a collective bargaining contract or internal procedure.

Employees who are required to work on a legal holiday shall be compensated in accordance with a collective bargaining contract or the Personnel Rules and Regulations, as applicable.

Scheduling days off continues to be subject to supervisor approval.